

CONFIDENTIAL

ADP

6 March 1987

MEMORANDUM FOR: Chief, New Building Project Office, OL
Chief, Personnel and Training Staff, OL
Chief, Information and Management
Support Staff, OL
Chief, Procurement Management Staff, OL
Chief, Security Staff, OL
Chief, Budget and Fiscal Branch, OL
Chief, Facilities Management Division, OL
Chief, Printing and Photography Division, OL
Chief, Procurement Division, OL
Chief, Real Estate and Construction Division, OL
Chief, Supply Division, OL

FROM: John M. Ray
Director of Logistics

25X1 SUBJECT: Bar Code Study

25X1 The General Electric Systems Integration Program Department (GE/SIPD), Washington D.C., has completed an office wide study of the Office of Logistics (OL). GE, under contract to the Technical Group, Information and Management Support Staff, OL, has identified areas in the Office that could be improved through the use of bar coding and other automation improvements.

25X1 The General Electric study was a three-month effort that started on 18 December 1986. The study started with a GE core team of four well-qualified logisticians and automation specialists who completed the study on 27 February 1987. The GE core team was directed throughout the time of the study by the Technical Group, who utilized established focal points in each division and staff to orient the core team with the functions of OL.

25X1 General Electric has prepared a briefing that will be presented on Friday, 13 March 1987, in room 2C19 at 1300 hours. GE will present the results of their findings along with their recommendations. I encourage your attendance and participation at this briefing as this study has the potential to impact the future of automation in this Office.

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OL-4023-87

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25X1 SUBJECT: Bar Code Study [redacted]

25X1 Please direct any questions regarding this briefing to [redacted]
25X1 [redacted] in the Technical Group (OL/IMSS/TG). [redacted] can be
25X1 reached on secure line [redacted]

25X1 [redacted]

John M. Ray

25X1 cc: [redacted]

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25X1 OL/IMSS/TG/JH:mh [redacted] (6Mar87)